

STAUNTON SCHOOL OF COSMETOLOGY

Campus Awareness & Campus Security Information

TABLE OF CONTENTS

ANNUAL SECURITY REPORT	PAGE 2
REPORTING CRIMES.....	PAGE 3
CAMPUS FACILITIES	PAGE 3
CRIME PREVENTION & SECURITY	PAGE 4
DRUG/ALCOHOL POLICY & PENALTIES.....	PAGE 4
SEX OFFENDER REGISTRY INFORMATION.....	PAGE 5
EMERGENCY NOTIFICATIONS	PAGE 5
TIMELY WARNINGS.....	PAGE 6
TITLE IX & SEXUAL MISCONDUCT POLICY.....	PAGE 6
DEFINITIONS	PAGE 7
<i>DATING VIOLENCE.....</i>	<i>PAGE 7</i>
<i>DOMESTIC VIOLENCE.....</i>	<i>PAGE 7</i>
<i>SEXUAL ASSAULT.....</i>	<i>PAGE 7</i>
<i>CONSENT.....</i>	<i>PAGE 7</i>
<i>STALKING.....</i>	<i>PAGE 7</i>
<i>REPORT.....</i>	<i>PAGE 7</i>
<i>INVESTIGATE.....</i>	<i>PAGE 7</i>
<i>DETERMINATION.....</i>	<i>PAGE 8</i>
<i>ANTI-RETALIATION POLICY.....</i>	<i>PAGE 8</i>
<i>TAX IX COORDINATOR.....</i>	<i>PAGE 8</i>
<i>WEBSITES & HOTLINES</i>	<i>PAGE 9</i>

Annual Security Report

Staunton School of Cosmetology prepares an annual security report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, and the Violence Against Women Act.

The annual security report contains required documentation reporting statistics for the Clery Act. These statistics contain reportable crimes that occurred on campus or crimes in the immediate area and parking facilities. The school works with local law enforcement to prepare this report.

All Students and Employees and prospective employees are given notification regarding how to access this report. This report available online. A printed copy can be obtained at the school upon request.

This report is published each year no later than October 1. The report contains statistics for the previous three calendar year periods. This report includes on campus incidents which includes the public parking lots that serve the school grounds.

TYPE OF CRIME	NUMBER OF OFFENSES REPORTED ON CAMPUS IN 2014	NUMBER OF OFFENSES REPORTED ON CAMPUS IN 2015	NUMBER OF OFFENSES REPORTED ON CAMPUS IN 2016	NUMBER OF OFFENSES REPORTED ON PUBLIC PROPERTY IN 2014	NUMBER OF OFFENSES REPORTED ON PUBLIC PROPERTY IN 2015	NUMBER OF OFFENSES REPORTED ON PUBLIC PROPERTY IN 2016
Murder includes non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex Offenses forcible	0	0	0	0	0	0
Sex Offenses non-forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle thefts (on campus)	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of property	0	0	0	0	0	0

Any other crime involving bodily injury	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Illegal Weapons possessions	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0

Reporting Crimes

Staunton School of Cosmetology promotes policies for a safe environment for all students' staff and clients. Criminal actions or other emergencies occurring on campus should be reported immediately to the school director. In the absence of the director, report to the most senior academic official who is available. The official receiving the report will take action as appropriate; including reporting any crimes to School Director. Accurate and prompt reporting of all crimes to the school director and the appropriate police agencies is encouraged. Any school official receiving a report of a crime on campus from any person will, immediately after taking emergency action as appropriate, write a report of the incident and place the report in the campus security file. A copy of the report shall be posted immediately on a centrally-located bulletin board. In case of an emergency dial 911.

Campus Facilities

Staunton School of Cosmetology does not employ campus police. The school does not have campus living facilities. Access to campus facilities shall be limited to students, prospective students, faculty and staff. Any of the above who wish to bring a guest or guests to the campus must receive permission from the school director or most senior academic official who is available. No outside utility or maintenance person may obtain access to the campus without first presenting identification to the school director or most senior academic official who is available. When the school closes, designated school staff inspects each area of the school to ensure all areas are secure and locked.

Crime Prevention and Security

This institution's campus security program includes making a request, on at least an annual basis, to the local police department community affairs office, that a representative make a presentation to the students and staff encouraging them to be responsible for their own security and the security of other and giving crime prevention information including, but not limited to, information promotion awareness of rape, acquaintance rape and other forcible and non-forcible sex offenses. This information also includes recognizing and avoiding abusive

behavior, sexual assault, dating violence, domestic violence and stalking. Staunton School of Cosmetology does not employ professional or pastoral counselors.

Drug and Alcohol Policies and Penalties

It is the policy of this institution that possession, use, and sale of alcoholic beverages on campus are prohibited, without regard to an individual's age. Similarly, the possession, use, and sale of illegal drugs are prohibited. Any underage drinking or drug offense coming to the attention of the institution will be reported to the local police. This institutions full drug and alcohol abuse policy and literature in compliance with the Drug-Free Schools and Communities Act Amendments of 1989 (Pub.L. 101-226) are distributed at least annually to each student and employee. Staunton School of Cosmetology adheres to all state and federal drug laws. The violation of these policies by students or employees may result in expulsion, termination from school or employment.

The use of alcohol and other drugs can lead to health risks. Drug and alcohol use can cause direct and indirect health risks, such as the risk of blood transmitted disease for users of intravenous drugs. Drugs or alcohol can impair a person's ability to operate a motor vehicle. Women who use drugs or alcohol while pregnant are at greater risk of complications during the pregnancy.

To help in assisting the effects and common drug reactions the school provides information to the students during orientation. There are local and national organizations that can be contacted for help. Below is a list of national and local support services:

The Alcoholism and Drug Abuse Hotline is open 24 hours a day at 1-800-252-6465.

The Cocaine Hotline is open 24 hours a day at 1-800-444-999.

VIRGINIA DRUG PENALTIES

For Virginia schedules, see Virginia Code Annotated at 54.1-3446.

First Offense

Manufacturing, selling, distributing, giving or possessing with the intent to manufacture, sell, give or distribute (Va. Code Ann. at 18.2-248 and 18.2-11):

Schedule I and II drugs, and transporting into Virginia one or more ounces of cocaine and five or more pounds of marijuana with intent to sell or distribute: not less than five years nor more than 40 years; fine not more than \$500,000.

Schedule III, IV or V drugs: not more than 12 months; fine not more than \$2,500.

Trafficking in the following amounts is punishable by imprisonment of 5 years to life and a fine of not more than \$1 million:

- Heroin: 100 grams or more
- Cocaine: 500 grams or more
- Cocaine base: 250 grams or more
- Methamphetamine: 10 grams or more

Simple possession of a controlled substance is punishable as follows:

- Marijuana: a misdemeanor; not more than 30 days; fine of not more than \$500. (Va. Code Ann. at 18.2-250.1)
- Schedule I or II drug: not less than one year nor more than 10 years; or, in some cases, up to 12 months and fine of \$2,500. Class 5 Felony.
- Schedule III drug: not more than 12 months; fine not more than \$2,500. Class 1 Misdemeanor.
- Schedule IV drug: not more than six months; fine not more than \$1,000. Class 1 Misdemeanor.
- Schedule V drug: fine not more than \$500. Class 3 Misdemeanor.
- Schedule VI drug: fine not more than \$250 (Va. Code Ann. at 18.2-250.1, 18.2-11, and 18.2-10). Class 5 Misdemeanor.

Penalties for the sale, gift, distribution or possession with intent to sell, give or distribute marijuana (Va. Code 18.2-248.1):

- Not more than one half ounce of marijuana: not more than 12 months, fine of not more than \$2,500.
- More than one half ounce of marijuana but not more than 5 pounds of marijuana: up to 10 years, fine of not more than \$2,500.

- More than five pounds of marijuana, not less than five years, nor more than 30 years.
- Manufacturing marijuana: not less than five years nor more than 30 years, fine not to exceed \$10,000.

Other Penalties, Second and Later Offenses

Sale of drugs on or near school property (including universities), state hospital grounds, a public recreation or community center, or any public library is a felony punishable by a mandatory sentence of not less than one year nor more than five years; fine of not more than \$100,000 (Va. Code Ann. at 18.2-255.2).

Forfeiture of driver's license may also occur as a result of drug violations. (Va. Code Ann. at 18.2-259.1). For penalties for sale of drugs to someone under age 18 who is at least three years younger than the seller, see Va. Code Ann. at 18.2-255. Enhanced penalties also apply to subsequent offenses.

Registered Sex Offenders

A national database of registered sex offenders allows the public to search for information regarding registered sex offenders. This database can be accessed online by visiting: <http://www.nsopw.gov/en-US/Search/>

Emergency Notifications

Staunton School of Cosmetology makes every effort to ensure that the school campus is prepared in emergency situations.

The staff and students are expected to participate in fire drills and any safety instruction provided for the school. If an emergency situation arises that could threaten the safety of the students and staff procedures set in place should be followed:

- ◇ Exit the building in case of a fire or in any situation where remaining in the school would be a threat to personal safety.
- ◇ Use the correct exit locations in place.
- ◇ Seek shelter as directed in case of a natural disaster or national emergency.

In the event of an emergency that could be a danger to the students, staff and community; the school will use the professional judgment of responsible authorities to communicate necessary information to ensure all students, staff and the community is safe.

Staunton School of Cosmetology will attempt to contact students and staff that are not present on campus to inform them of any threat to their health and safety. The school will attempt to notify students and staff by telephone, local news stations, and a recorded message on the schools phone system. These methods will also be used to notify the students and staff of closures due to inclement weather.

Timely Warning

Staunton School of Cosmetology will give timely warnings upon notification and identification of a Clery Act reportable crime that occurs on campus or surrounding the campus's general geographic area and represents a serious or continuing threat.

Timely warnings will generally be given by the School Director. This notification will take the form of a verbal or written announcement. The announcement may be made at roll call, in the classroom or posted in the school.

Title IX and Sexual Misconduct

Staunton School of Cosmetology is committed to providing an environment free of sexual harassment and sexual violence. By means of distributing this document, the institution notifies all faculty, staff, students and prospective students and employees that it promotes awareness of the seriousness of sexual assaults of any kind. If a sex offense occurs, the school director should be contacted. Everyone should keep in mind the importance of preserving evidence for the proof of a criminal offense. A student has the option of notifying proper law enforcement authorities, and institutional personnel will assist the student in notifying such authorities if the student requests assistance in the regard. The school has developed policies set forth in accordance with the Clery Act. Students and staff will receive a written copy on or before October 1st each year.

The school does not have professional or pastoral counselors. If any one feels that they are a victim of a sex offense they should contact the agency listed below for counseling:

New Directions Center, Inc.

(540)885-7273

(Hotlines) (540)885-6800 or 1-800-564-2836

These policies can be found online at www.hairstylingschool.com/TitleIX

Definitions

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, as determined by the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual and or physical abuse or the threat of such abuse and does not include acts covered under the definition of domestic violence.

Domestic Violence: Domestic violence includes crimes of violence committed by:

A current or former spouse or intimate partner of the victim

A person with who a victim shares a child in common

A person who is living with or has lived with the victim as a spouse or partner

A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which this policy applies, or

Any other person against an adult or youth victim who is protected under the domestic or family violence laws of jurisdiction in which this policy applies.

Sexual Assault: Sexual Assault is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting program.

Consent: Consent is a voluntary, knowing, active and affirmatively communicated willingness to participate in a particular sexual activity or behavior.

Stalking: Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

A student who feels that he or she is the victim of any of these crimes should report them according to the procedures indicated below.

A student who feels they are the victim of sexual harassment may report this to the Director of the School or most senior academic official that is available. A formal complaint should be made in writing by the complainant, and addressed to the above mentioned School Officials.

Report: The complaint should be reported to the Proper School Official. The complaint should state the nature of the complaint, any relevant dates, and the names of any potential witnesses. An investigation may proceed based on the allegations of the complaint. The alleged victim also has the option to notify appropriate law enforcement authorities, including local police. The victim also has the right to decline to notify such authorities. Notification of the alleged offence should occur immediately due to the importance of preserving evidence.

Investigate: Investigations of reported allegations by the Director / Title IX Coordinator and other Campus Officials as necessary will include interviews and reviewing evidence. All proceedings and records concerning sexual harassment, sexual assault, domestic violence, dating violence, and stalking shall be confidential to the extent permitted by law. The school will conduct a prompt, fair, and impartial investigation, and be conducted by individuals qualified to conduct an investigation. A preponderance of the evidence will be used as the standard of evidence during any institutional proceeding that arises from a complaint regarding sexual assault, domestic violence, dating violence, and stalking. Staunton School of Cosmetology may if needed take immediate steps to protect the student in the educational setting. The alleged victim also has the right to change their academic situation after an alleged sex offense occurs, if requested, and the school can make these accommodations. The school may be limited in the type of response it can provide with respect to conduct that did not take place within the context of the school's programs and activities. Staunton School of Cosmetology will provide assistance, in directing complainants to resources that are able to assist with investigation, prosecution, shelter and victim services.

Determination: Notice of the outcome of the determination. Following a final determination of an institutional disciplinary procedure regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault or stalking, possible sanctions for substantiated accusations may include suspension or termination of the employee's employment or the student's enrollment. Alleged sexual violence against another may also constitute a crime that results in additional law enforcement investigation outside of the School's

Grievance Procedure. The complainant may not be provided with specific disciplinary action taken against other persons, unless the disciplinary action will directly impact the complainant.

Anti-Retaliation Policy

Staunton School of Cosmetology will not retaliate against any person for filing a good faith complaint or for participating or assisting in good faith in an investigation under this policy.

Title IX Coordinator

Staunton School of Cosmetology's Director is the Title IX Coordinator and the Director of Admissions is the Assistant Coordinator. They are available to speak with students and employees who have questions concerning this Title IX policy. Violations of this policy may be reported to the Title IX Coordinator at the contact information below:

Title IX Coordinator/Director
Title IX Assistant Coordinator/Director of Admissions
Staunton School of Cosmetology
128 East Beverley Street
Staunton, VA 24401
(540) 885-0808

The Title IX Coordinator will document all reports and complaints of sex discrimination, sexual harassment, and sexual assault and will keep records related to such incidents.

SUBSTANCE ABUSE HOTLINES, COUNSELING FACILITIES AND WEBSITES:

VALLEY ASAP

2 Holiday Court # B
Staunton, VA 24401
(540) 943-4405

ALCOHOLICS ANONYMOUS

18 West Beverley Street # 3
Staunton, VA 24401
(540) 885-6912

FIRST STEP A RESPONSE INC.

129 Franklin Street
Harrisonburg, VA 22801
(540) 434-0295
Website: firststepva.com

SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION/SAMHSA.GOV

**NATIONAL ALCOHOLISM AND SUBSTANCE ABUSE INFORMATION
CENTER/ADDICTIONCAREOPTIONS.COM**

Student/Employee Signature: _____

Date: _____

SSOC Official Signature: _____

Date: _____